

VIRGINIA:

IN THE CIRCUIT COURT OF THE CITY OF ALEXANDRIA

Plaintiff

VS

Civil Case _____

Defendant

PRAECIPE

*******TERM DAY*******

2nd MONDAY OF JANUARY – MARCH – MAY – JULY – SEPTEMBER – NOVEMBER

The Clerk of said Court will please place the above case of the TERM DOCKET to be called on the _____ day of _____, 20____. (Term Day begins at 9:00 O'clock a.m.). A praecipe for Term Day must be filed with the Clerk no later than the Wednesday proceeding the Term Day.

I hereby certify that NOTICE of the foregoing praecipe has the _____ day of _____, 20____, been delivered/mailed to _____, Counsel for Plaintiff/Defendant.

MAIL OR DELIVER THIS COPY TO
J. GREG PARKS, CLERK
520 KING STREET #307
ALEXANDRIA, VA 22314

Counsel for Plaintiff/Defendant
ADDRESS:

PHONE #:
